

## Message Text

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44

ACTION DRC-01

INFO OCT-01 EA-10 ISO-00 L-03 OMB-01 PER-03 SCA-01 /020 W  
----- 082078

R 050900Z AUG 75

FM AMCONSUL UDORN

TO SECSTATE WASHDC 517 518

INFO AMEMBASSY BANGKOK

UNCLAS UDORN 523

E.O. 11652: N/A

TAGS: AINF, OGEN

SUBJECT: IMPLEMENTATION OF THE PRIVACY ACT OF 1974

REF: STATE 172353

I. I. CONSULAR REGISTRATION FILE

II. NAMES OF AMERICAN CITIZEN

RESIDENTS OF CONSULAR DISTRICT WHO HAVE APPLIED  
FOR PASSPORTS SERVICES

III. NAME, DATE AND PLACE OF BIRTH, LOCAL ADDRESS,

OCCUPATION, EMERGENCY CONTACT IN US, ADDRESS IN  
US, DATE OF NATURALIZATION CERTIFICATE NO.,  
NATURALIZATION COURT, PERIODS OF US RESIDENCE,  
NAME OF SPOUSE, NAMES OF CHILDREN, DATES AND  
PLACES OF CHILDREN'S BIRTH, PARENTS' NAMES,

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DATES AND PLACES OF BIRTH AND NATIONALITIES.

IV. E.O. 8820 AND E.O. 11295

V. ESTABLISH CITIZENSHIP, TO FACILITATE ISSUANCE OF  
PASSPORTS AND REPORTS OF BIRTH, TO ASSURE FAMILY  
MEMBERS OF BENEFITS CONSISTENT WITH US CITIZEN-  
SHIP IN EVENT OF REGISTRANT'S DEATH, RECORD PASS-  
PORT SERVICES.

VI. CITIZENSHIP CARDS ARE MAINTAINED AS A SINGLE,  
HARD COPY INDEXED BY NAME. THEY ARE KEPT IN A  
LOCKED FILE CABINET WHEN NOT IN USE WITH ACCESS  
LIMITED TO CONSULATE STAFF. THE CARDS ARE MAIN-

TAINED FOR FIVE YEARS OR UNTIL PERSON MOVES FROM  
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CONSULAR DISTRICT, WHICHEVER OCCURS FIRST, AND

THEN DESTROYED.

VII. CONSULAR OFFICER

VIII. THE INFORMATION ON CITIZENSHIP CARDS IS PROVIDED  
BY THE APPLICANT.

2. I. CONSULATE'S DEATH AND ESTATES FILE

II. NAMES OF AMERICAN CITIZENS WHO DIED IN THE  
CONSULAR DISTRICT.

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III. THESE FILES CONTAIN RECORDS OF CORRESPONDENCE WITH  
THE NEXT OF KIN, INVENTORY OF PERSONAL EFFECTS  
AND REPORT OF DEATH, FINAL STATEMENT OF ACCOUNT  
OF THE ESTATE.

IV. NONE. WORKING FILE.

V. MAINTAINED AS WORKING FILE UNTIL DEATH IS  
REPORTED AND ESTATE TURNED OVER TO LEGAL HEIR.

VI. EACH FILE IS MAINTAINED IN A FILE FOLDER INDEXED  
BY NAME. THE FILES ARE STORED IN A LOCKED FILE  
CABINET WITH ACCESS LIMITED TO CONSULATE STAFF.  
DEATHS AND ESTATES FILES ARE MAINTAINED FOR THREE  
YEARS AND THEN DESTROYED.

VII. CONSULAR OFFICER

VIII. INFORMATION ON THE DECEASED IS COLLECTED FROM  
PERSONAL EFFECTS, RELATIVES, FRIENDS, POLICE,  
AND HOSPITAL AUTHORITIES.

3. I. ASSISTANCE TO CITIZENS FILE

II. NAMES OF AMERICAN CITIZENS REQUESTING OR REQUIRING  
CONSULATE ASSISTANCE WITHIN THE CONSULAR DISTRICT.

III. THE ASSISTANCE TO CITIZENS FILE CONTAINS INFORMA-

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TION PERTINENT TO INDIVIDUAL CASES OF CITIZENS  
WHO ARE ARRESTED, ILL OR MISSING. THIS GENERALLY  
INCLUDES NAME, NAMES OF RELATIVES OR FRIENDS AND  
INFORMATION CONCERNING THE INDIVIDUAL CITIZEN.

IV. NONE. WORKING FILE

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V. THE FILE IS USED AS A WORKING FILE UNTIL THE  
CITIZEN IS NO LONGER IN NEED OF ASSISTANCE.

VI. EACH FILE IS MAINTAINED IN A FILE FOLDER INDEXED  
BY NAME. THE FILES ARE STORED IN A LOCKED FILE  
CABINET WITH ACCESS LIMITED TO CONSULATE STAFF.  
ASSISTANCE TO CITIZENS FILES ARE MAINTAINED FOR  
ONE YEAR AFTER THE LAST ACTION IS TAKEN IN A  
CASE AND THEN DESTROYED.

VII. CONSULAR OFFICER.

VIII. THE SOURCES OF INFORMATION ARE GENERALLY THE  
CITIZEN SEEKING ASSISTANCE, FRIENDS OR RELATIVES,  
AND LOCAL OFFICIALS.

4. I. REPORT OF BIRTH FILE.

II. THE CHILDREN OF AMERICAN CITIZEN OR CITIZENS  
PARENT(S) WHO HAS (HAVE) FILED A REPORT OF BIRTH

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TO ESTABLISH A CLAIM TO US CITIZENSHIP FOR THE  
CHILDREN.

III. THE REPORT OF BIRTH FORM LISTS THE CHILD'S NAME,  
DATE AND PLACE OF BIRTH. IT ALSO INCLUDES THE  
PARENTS' NAMES, DATES AND PLACES OF BIRTH,  
ADDRESSES ABROAD AND IN THE US, EVIDENCE OF US  
CITIZENSHIP, PERIODS OF PHYSICAL PRESENCE IN THE  
US AND ABROAD, PREVIOUS MARRIAGES, AND DATE AND  
PLACE OF PRESENT MARRIAGE. EACH REPORT OF BIRTH  
IS ACCOMPANIED BY THE APPROPRIATE DOCUMENTS, I.E.  
BIRTH AND MARRIAGE CERTIFICATES.

IV. NONE. WORKING FILE.

V. EACH CASE FILE IS MAINTAINED UNTIL APPROVED BY  
CONSULAR OFFICER OR DECISION IS RECEIVED FROM  
DEPT OF STATE.

VI. THE REPORT OF BIRTH FILE IS MAINTAINED IN A  
FILE FOLDER STORED IN A LOCKED FILE CABINET  
WITH ACCESS LIMITED TO THE CONSULATE STAFF.  
INDIVIDUAL CASES CAN BE RETRIEVED BY NAME. AS  
SOON AS A DECISION IS MADE ON AN INDIVIDUAL CASE,

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THE INDIVIDUAL'S NAME IS NO LONGER ON FILE.

VII. CONSULAR OFFICER.

VIII. THE INFORMATION ON THE REPORT OF BIRTH IS  
L PROVIDED BY THE CHILD'S PARENTS.

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## Message Attributes

**Automatic Decaptioning:** X  
**Capture Date:** 01 JAN 1994  
**Channel Indicators:** n/a  
**Current Classification:** UNCLASSIFIED  
**Concepts:** n/a  
**Control Number:** n/a  
**Copy:** SINGLE  
**Draft Date:** 05 AUG 1975  
**Decaption Date:** 01 JAN 1960  
**Decaption Note:**  
**Disposition Action:** n/a  
**Disposition Approved on Date:**  
**Disposition Authority:** n/a  
**Disposition Case Number:** n/a  
**Disposition Comment:**  
**Disposition Date:** 01 JAN 1960  
**Disposition Event:**  
**Disposition History:** n/a  
**Disposition Reason:**  
**Disposition Remarks:**  
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**Document Unique ID:** 00  
**Drafter:** n/a  
**Enclosure:** n/a  
**Executive Order:** N/A  
**Errors:** N/A  
**Film Number:** D750269-1049  
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**Office:** ACTION DRC  
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**Original Handling Restrictions:** n/a  
**Original Previous Classification:** n/a  
**Original Previous Handling Restrictions:** n/a  
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**Previous Classification:** n/a  
**Previous Handling Restrictions:** n/a  
**Reference:** 75 STATE 172353  
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**Secure:** OPEN  
**Status:** NATIVE  
**Subject:** IMPLEMENTATION OF THE PRIVACY ACT OF 1974  
**TAGS:** AINF, OGEN  
**To:** STATE  
**Type:** TE  
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